



ABINGTON TOWNSHIP FIRE DEPARTMENT

OG - 800-101

ATFD APPARATUS MAINTENANCE PROGRAM

1.0 PURPOSE

To provide the Abington Township Fire Department with a systematic and orderly process in which to handle daily maintenance and emergency repairs that must be performed in on apparatus and associated equipment.

2.0 RESPONSIBILITY

The responsibility to ensure that the above actions are taken in an appropriate manner is defined as indicated below:

2.1 Chief

2.2 Chief Engineer

2.3 Assistant Engineer

2.4 Driver/Operators

3.0 PROCEDURE

3.1 Cleanliness is a habit and has a direct impact on morale and vehicle life expectancy as well as department pride and public perception. Generally, every time a vehicle is used it should be washed and cleaned. Chamois are never to be used on painted surfaces unless the vehicle has been washed with soap and water. While on stand-by, firefighters are to inspect vehicles in the station and wash them if they are dusty or dirty. Each time a vehicle returns, all firefighters are to assist in washing the vehicle (unless directed otherwise by the officer). It is the driver/operator's responsibility to inspect the vehicle, inventory and all operational equipment before entering comments into the logbook. After the vehicle is washed, all compartment

doors shall be left opened to dry thoroughly.

3.2 Fire department vehicles shall be inspected on a weekly basis by two firefighters assigned the task on a rotating basis. The engineering officers are responsible for ensuring the inspections are performed properly. Inventories shall be thoroughly checked, all fluid levels inspected and all equipment operated. A checklist form shall be completed and placed in the station vehicle inspection notebook. Any deficiencies shall be noted on the worksheet and a work request completed and forwarded to the Chief Engineer. Driver/Operators conducting the inspection should make every effort to correct deficiencies immediately if they are qualified to do so. Every Driver/Operator shall participate in this program annually as it also provides training related to inventories, equipment use, etc. It is a critical component of the driver/operator job description and ensures our apparatus is in a “ready” state! It is the driver/operator's responsibility to check the vehicle after each incident or use of the vehicle. The driver will be held accountable for lost or damaged equipment. All driver/operators shall be qualified to operate the apparatus (unless in training and supervised by an officer).

3.3 Personnel under the direction of the Chief Engineer have the ability to repair and maintain department equipment and apparatus on a regular basis. This work may include but is not limited to, routine maintenance such as oil checks, tire checks, minor repairs to apparatus, installation of equipment. Also included are repairs to other department equipment such as generators, lights, and other portable equipment. The engineering officers are the only personnel that are to perform certain maintenance functions (add oil, anti-freeze, change light bulbs etc.) unless you are working under the direction or authorized by the Chief Engineer. The Chief Engineer shall decide as to the extent of the repairs made to equipment and apparatus.

3.4 All work shall be recorded in the apparatus logbook as per the logbook entry policy.

repairs shall also be logged in and maintained by the Chief Engineer.

3.5 Protective equipment shall be worn at all times if required to prevent injury.

3.6 All work performed shall be performed with the proper tools and with sound repair principals and practices.

3.7 When working in and around apparatus, the apparatus shall be secured from falling or other movement, which may result in possible injury.

3.8 All purchasing of equipment or parts shall follow the purchasing policies of the Fire Company and shall be made by the Chief Engineer or designees.

4.0 TESTING AND REPAIRS

4.1 Annually the fire apparatus pumps shall be tested per NFPA 1911 by a recognized testing facility. Annually all ground ladders shall be tested per NFPA 1932 by the assigned company officer. Annually the aerial device shall be tested per NFPA 1911 by a recognized testing agency. All hose shall be tested on an annual basis per NFPA 1962 by the assigned persons.

4.2 All inspections, preventive maintenance and repairs to major systems will be performed by factory approved inspection and repair personnel.

5.0 RECORDS

5.1 All apparatus maintenance and repair records will be maintained by the fire companies and the appropriate Chief Engineer.

5.2 Preventive Maintenance Program Guidelines.